



DEPARTMENT OF THE NAVY
COMMANDER
HELICOPTER TACTICAL WING
U.S. PACIFIC FLEET
NAVAL BASE CORONADO P.O. BOX 357096
SAN DIEGO, CALIFORNIA 92135-7096

COMHELTACWINGPACINST 4400.1E
N4

JUL 06 1999

COMHELTACWINGPAC INSTRUCTION 4400.1E

Subj: MATERIAL SUPPORT FOR TEMPORARILY DEPLOYED AVIATION DETACHMENTS

Ref: (a) COMNAVAIRPACINST 4400.13E
(b) COMNAVAIRPACINST 4420.3A

1. Purpose. To provide material support for detachments temporarily deployed to locations where aeronautical material and equipment peculiar to the aircraft are not available.

2. Cancellation. COMHELTACWINGPACINST 4400.1D.

3. Discussion. Per references (a) and (b), short cruise pack-up kits (PUK) support detachments at locations where aviation material support is not available. PUKs provide adequate range and depth of materials to support an organizational level of maintenance up to 90 days. Short cruise PUKs may be modified to support operations less than 30 days in duration. A short cruise PUK will not be issued to a detachment during workups or training if the detachment is embarking on a ship with a long cruise pack-up already onboard.

4. Scope. This applies to all HELTACWINGPAC squadrons.

5. Action.

a. Squadrons:

(1) Comply with the procedures in reference (a) for determining support requirements.

(2) Submit requests for PUK via message to COMHELTACWINGPAC (N4) include Naval Supply Officer (NAVSUPO) of the appropriate outfitting site (NAS North Island, etc) as info addressee at least 30 days prior to the required date. Requests will include requesting activity's point of contact (POC), duration of the requirement, location of operation (ship's name if afloat), proposed inventory, and pick-up date. Short notice requests will be handled by COMHELTACWINGPAC on a case-by-case basis and only with proper justification for late submission, as in the case of short tasking notice or contingency deployments.

(3) Inform COMHELTACWINGPAC (N4) immediately via message in the event of cancellation or extension of the PUK requirement. Include NAVSUPO of the appropriate outfitting site as info addressees.

JUL 06 1999

(4) Ensure the detachment Officer-in-Charge (OIC) or the designated representative conducts a joint inventory and accepts custody of PUK on the designated pick-up date. Maintain integrity of the PUK throughout the duration of the operation. Non-Mission Capable Supply/Partial Mission Capable Supply (NMCS/PMCS) requirements which arise and are Not In Stock/Not Carried (NIS/NC) in the PUK will be requested from the parent squadron for issue to the detachment. The corresponding retrograde from any such NIS/NC requirements will be returned to the parent squadron.

(5) Upon completion of the operation, return the Ready For Issue (RFI) materials and Non-Ready For Issue (NON-RFI) repairable components to the appropriate outfitting site. Provide expenditure documents for all materials drawn from the pack-up kit. A completed turn-in Visual Information Display Systems/Maintenance Action Form (VIDS/MAF) and any peculiar paperwork associated with retrograde components (i.e. Scheduled Removal Components/ Equipment History Record (SRC, EHR) cards, etc.) must accompany the applicable NON-RFI components. A completed survey will be required for any missing repairable components.

b. Outfitting sites will provide the following services as established per reference (b):

(1) Establish procedures for prompt assembly of required pack-up kits based on the COMHELTACWINGPAC pack-up requirements list.

(2) When directed by COMHELTACWINGPAC, assemble and issue PUK following instructions provided.

(3) Upon completion of detachment operation, accept the returned PUK, resolve inventory differences with detachment personnel, return the unused materials to stock, and take necessary replenishment action.

(4) Conduct periodic reviews of PUK listings with COMHELTACWINGPAC (N4) to ensure validity of requirements and sufficient kit range and depth.



D. A. MAWHINNEY

Distribution:

COMHELTACWINGPACINST 5216.1C (CH-1)

List I, II, IV

Copy to:

NAS North Island (Code 19)

NAWS Pt Mugu (P727)